

EDWALTON PRIMARY SCHOOL



Head Teacher Mr D Graney

Wellin Lane, Edwalton, Nottingham NG12 4AS Tel 0115 9144221 Fax 0115 9144220
office@edwalton.notts.sch.uk www.edwaltonprimaryschool.co.uk

Dear Parents/Carers

At school we sometimes take photos of pupils to celebrate their work or promote our school. We use these on the school's website, external publications such as news articles, X feed and at Trust events as well as internal use on Class Dojo and Tapestry

We would like as many children as possible to be part of sharing and celebrating activities and achievements in school and to showcase life at Edwalton!

We have set out our terms overleaf so you can be assured exactly how we use (and don't use) the photographs and would appreciate if it you could complete and return the form below as soon as possible. If you change your mind at any time, you can let us know by contacting the school office. If you have any other questions please get in touch.

To ensure we are meeting the requirements, we need to seek your consent to take and use photos of your child. We really value using photos of pupils, to be able to showcase what pupils do in school and show that life at our school is like to yourself, as parents, as well as to others, so we would appreciate you taking the time to give consent.

Please tick the relevant boxes below:-

Child's name _____ Class _____

PLEASE TICK ALL THAT APPLY:-

I am happy for the school to use photographs of my child on external publications such as news articles, marketing material and on the school's website, X feed and at Trust events.

I only want school to use my child's photograph for Class Dojo/Tapestry and displays (only accessible to Edwalton parents).

I do not want school to use my child's photograph in any way.

Separate permission required:-

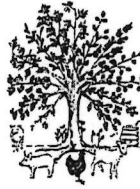
I give permission for the school's designated external photographer to take class, group and individual photographs of my child for families to buy

Signature of parents/carers _____

Date _____



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Conditions of use:-

- This form is valid for the time your child attends Edwalton Primary School. Your consent will automatically expire after this time. We will not re-use any images after this time. If you wish to remove your permission at any time, please contact the school office.
- During this period, the photos will be kept in a secure location and only authorised staff will have access to them. After this period the photos will be privately destroyed.
- Only first names will be used to accompany photographs, and only as a list which does not identify individuals (i.e. in a different order to the order appearing in the photo) unless we have specific consent (e.g. a competition prize winner)
- We may use group or class images with very general labels, such as 'woodland art' or 'children exploring the environment.'
- We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.

